

Georgia State Board of Funeral Service

Board Meeting

December 14, 2010

A meeting of the Georgia State Board of Funeral Service was held on December 14, 2010 at the Professional Licensing Boards office in Macon, GA. David Roach called the meeting to order at 10:00 a.m.

A quorum was established with members present being: Draper Watson, David Roach, Linda Ware, Nancy Kennedy and Thelon Hamby.

Others present were as follows: Steve Lindsey, Executive Director; Reagan Dean, Assistant Attorney General and Melanie Brown, Board Support Specialist.

Approval of Minutes:

Thelon Hamby moved, Nancy Kennedy seconded, and the Board voted to approve the minutes of the November 9, 2010 meeting.

Executive Session:

Thelon Hamby moved to enter into Executive Session to deliberate on applications, complaints, and investigations, as authorized by O.C.G.A. § 43-1-2 (k) and 43-1-19 (h). Linda Ware seconded the motion. The motion was carried by Draper Watson, Linda Ware, Nancy Kennedy, David Roach and Thelon Hamby. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

Applications:

Thelon Hamby moved, Draper Watson seconded, and the Board voted to ratify the following licenses issued since the November 9, 2010 meeting:

1.	CREM000090	Marietta Funeral Home and Crematory	Crematory	Marietta	GA
2.	EMB004701	Roughton, Mark	Embalmer	Salem	AL
3.	EMB004702	Buggs, Jared Quentin	Embalmer	Attalla	AL
4.	EMB004703	Higdon, Maurice Dale	Embalmer	Murphy	NC
5.	FD005110	Roughton, Mark	Funeral Director	Salem	AL
6.	FD005111	Buggs, Jared Quentin	Funeral Director	Attalla	AL
7.	FD005112	Higdon, Maurice Dale	Funeral Director	Murphy	NC
8.	FEST001773	Marietta Funeral Home	Funeral Establishment	Marietta	GA
9.	FEST001774	Darby Funeral Home Inc	Funeral Establishment	Canton	GA
10.	FEST001775	Parkway Garden Chapel	Funeral Establishment	Forest Park	GA
11.	FEST001776	Tara Garden Chapel	Funeral Establishment	Jonesboro	GA
12.	FSA005193	Powell, Wesley Camron	Funeral Service Apprentice	Augusta	GA

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13.	FSA005194	Beatty, Jerry Steven	Funeral Service Apprentice	Rockmart	GA
14.	FSA005195	Mooney, Charles Adam	Funeral Service Apprentice	Hartwell	GA
15.	FSA005196	Sowell, Adrien Danielle	Funeral Service Apprentice	Macon	GA
16.	FSA005197	Saxon, Carrie Tyre	Funeral Service Apprentice	Jesup	GA
17.	FSA005198	Caldwell, James T	Funeral Service Apprentice	Dalton	GA
18.	FSA005199	Hardy, Lisa June	Funeral Service Apprentice	Eastman	GA
19.	FSA005200	Hicks, Brookle Danielle	Funeral Service Apprentice	Marietta	GA
20.	FSA005201	Burnette, Eric Walter	Funeral Service Apprentice	Covington	GA
21.	FSA005202	Fallon, Robin Leigh	Funeral Service Apprentice	Atlanta	GA

Thelon Hamby moved, Draper Watson seconded, and the Board voted to approve the following application for a new funeral establishment license:

- 1260123 Family First Funeral Home of New Establishment Griffin, GA
Griffin
FDFCC: Rogers F. Bentley

Thelon Hamby moved, Draper Watson seconded, and the Board voted to approve the following request from a trade embalmer to supervise a funeral service apprentice:

- EMB003159 **Supervising Embalmer:** Dennis Lamar Dollar Atlanta, GA
- 1249855 **Applicant:** Adams, Kelli Carlene Atlanta, GA

Thelon Hamby moved, Draper Watson seconded, and the Board voted to approve the following requests for appointment as Funeral Director in Full & Continuous Charge:

- 1256318 McGuire Jennings Miller Oaknoll Montrose, GA
Chapel Funeral Home and Cremation
Services
FDFCC: Weyman Henry Mathis
- 1260466 D T Brown Memorial LLC Thomson, GA
FDFCC: Adrick Alexander Ingram
- 1255986 Cox Brothers Funeral Home Atlanta, GA
FDFCC: Mary A King-Webb

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Draper Watson moved, Nancy Kennedy seconded, and the Board voted to approve the following requests for appointment as Funeral Director in Full & Continuous Charge, Thelon Hamby recused:

- 1256432 Macon Memorial Park Funeral Home Macon, GA
FDFCC: Reginald Leslie Smith
- 1256433 Snows Memorial Chapel Inc Macon, GA
FDFCC: Henry D. Chance, Jr.

Thelon Hamby moved, Draper Watson seconded, and the Board voted to uphold its original decision to deny the following application for licensure:

- 1254255 Embalmer West, Helen Marie McDonough, GA
1254256 Funeral Director

Thelon Hamby moved, Draper Watson seconded, and the Board voted to deny the following application for funeral establishment change of name:

- 1259765 Roper Funeral Home & Crematory Jasper, GA

Thelon Hamby moved, Linda Ware seconded, and the Board voted to accept the report of pending cases presented by the Attorney General.

Nancy Kennedy moved, Linda Ware seconded, and the Board voted to accept a consent agreement with the following applicant for licensure:

- Robert Franklin Embalmer Eufaula, AL
Funeral Director

The Consent Order provides for licensure with 60 months probation due to criminal history.

Linda Ware moved, Nancy Kennedy seconded, and the Board voted to accept a consent agreement with the following licensee:

- Knox Funeral Home Funeral Establishment Atlanta, GA

The Consent Order provides for a \$2,500.00 fine and a public reprimand with 12 months probation.

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Thelon Hamby moved, Draper Watson seconded, and the Board voted to accept the Cognizant Member's recommendations on the following cases:

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| • FUN110002 | Send to investigations to get an official statement from the apprentice |
| • FUN110039 | Close |
| FUN080022 | Send letter of concern to funeral homes, refer to District Attorney where credit card fraud is being prosecuted and request that the additional misdemeanor charge of falsification of a death certificate be added and also in every county where death certificates were filed and practiced while unlicensed |
| • FUN110041 | Close |
| • FUN110042 | Issue a voluntary cease and desist to the intending Funeral Home that the closed funeral facility cannot be used for operations until proper applications have been made and an inspection performed. |
| • FUN110031 | Re-inspect in 30 days |
| • FUN100039 | Refer to Attorney General for revocation |

Nancy Kennedy moved, Draper Watson seconded, and the Board voted to refer the following case to the Attorney General's office for advice:

- FUN110056

Thelon Hamby moved, Draper Watson seconded, and the Board voted to accept the following orders to receive fine money for inspection violations:

- Mosby-Litman Funeral Home of Alma, GA: \$300 for failure to maintain one operable motor hearse and/or combination hearse/ambulance with current Georgia

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registration for the transportation of casketed human remains at the establishment and failure to have a card or brochure in each casket stating the price of the casket.

- Metro Embalming & Crematory, Inc. of Conyers, GA: \$200 for failure to provide a written statement that has been signed and certified by a licensed funeral director showing the cost of goods and services.
- Hall's Funeral Home of Fitzgerald, GA: \$50 for failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and any apprentices.
- Joiner-Anderson-Saxon Funeral Home & Crematory of Statesboro, GA: \$50 for failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and any apprentices.
- Bentley & Sons Funeral Home of Jeffersonville, GA: \$250 for failure to provide a written statement that has been signed and certified by a licensed funeral director showing the cost of goods and services and failure to conspicuously display a current biennial renewal license for the establishment, embalmer, funeral director and any apprentices.

Nancy Kennedy moved, Draper Watson seconded, and the Board voted to approve the following continuing education courses:

Program Provider/Sponsor	Course Title	HRS Requested	HRS Approved
The Dodge Institute for Advanced Mortuary Studies Debbie Dodge 165 Cambridge Pk. Dr. Cambridge, MA 02140 617-661-0500 ddodge@dodgeco.com	The 2011 Dodge Seminar – Managerial	10	10
	The 2011 Dodge Seminar - Technical	10	10
FuneralReview.com Nikki McQueen 2201 Dr. M L King Street North St. Petersburg, FL 33704 727-822-4700 727-821-4160 funeralreview@gmail.com	What Every Funeral Director & Cemeterian Should Know About Cremation	4	4

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NFDA Kathleen Walczak 13625 Bishop's Drive Brookfield, WI 3005-6607 800-228-6332 262-789-6977 fax	The Executive Roundtable Program – Group 1	24	24
	Strategic Business Planning Is Easier than You Think	1	1
NFDA – Online Learning Programs	ADA Employer Compliance: Title I of the Americans with Disabilities Act	3	3
	Communicable Diseases: What Every Funeral Home Must Know	3	3
	Controlling Your Accounts Receivable	3	3
	Embalming the Obese Case	3	3
	Offering Funeral Packages in Compliance with the FTC	2	2
	Professional Ethics in Funeral Service: NFDA's Code of Professional Conduct	1	1
	Serving Hispanic Families	4	4
	Time for Your Annual Check-up: Financial Statements and Preneed Analysis	3	3
	Understanding a Child's Grief	3	3
	Understanding Adult Grief: Developing Ways to Help adults on Their Grief Journeys	4	4
	Understanding the Practice of the FTC Funeral Rule	3	3
	Wage and Hour Laws for Funeral Home Employers	3	3
	What to Do When Families Say "No Religion, Please"	2	2
NFDA – Home Study Programs	Building Customer Loyalty From the Inside Out	8	8
	Capitalizing On Kindness: Why 21 st Century Professionals Need To Be Nice	8	8
	Creating Meaningful Funeral Experiences	6	6
*New	Finding Your Way After Your Parents Died	6	6
	Funeral Home Customer Service A-Z	8	8

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*New	Good Words: Memorializing Through a Eulogy	8	8
*New	Great Answers to Difficult Questions about Death: What Children Need to Know	6	6
*New	Grievors Ask: Answers to Questions about Death and Loss	8	8
*New	Handbook for Companioning the Mourner	6	6
	Hands-Off Manager: How to Mentor People and Allow Them to be Successful	8	8
	Healing a Child's Grieving Heart	6	6
	Healing a Friend's Grieving Heart	6	6
	Healing a Teen's Grieving Heart	6	6
	Healing the Adult Child's Grieving Heart	6	6
	Healing Your Grieving Heart	6	6
	Healing Your Holiday Grief	6	6
	Traversing the Minefield: Best Practice: Reducing Risk in Funeral-Cremation Service	10	10
*New	The Widower's Toolbox	8	8
*New	Advanced Cremation Arranging	4	4
*New	Cancer & NFDA's Formaldehyde Best Management Practices	2	2
*New	Ethical Thinking in Today's World	2	2
*New	FTC Funeral Rule Coordinator Speaks out on How to Avoid Findings & Fines	4	4
	GPL Funeral Packages – Doing Them Right	2	2
	Hispanic Funerals: Need to Know Insights	2	2
	Internet Age vs. Your Funeral Home: Legal Issues Created by Technology, The	2	2
	Preneed Ethics in Demanding Times	2	2
	With the Push to Cremate: 5 Reasons to Encourage Viewing and Ritual	2	2

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	Art of Facial Reconstruction	4	4
	Embalming Difficult Cases: Donor Cases	10	10
	FTC Compliance: Handling the General Price List	4	4
	Restorative Arts: An Artist's Perspective	4	4
	Your Professional Image	4	4

Thelon Hamby moved, Draper Watson seconded, and the Board voted to approve the following request to lift the probationary licensure status from the following licensee:

- Chappelle M. Williams Embalmer Rex, GA
Funeral Director

Thelon Hamby moved, Draper Watson seconded, and the Board voted to deny a licensure proposal from the following applicant:

- Carl Swann, Jr. Embalmer Lithonia, GA
Funeral Director
By endorsement

Draper Watson moved, Nancy Kennedy seconded, and the Board voted to post an amendment to rule 250-5-.11. The rule amendment would allow for the term “immediately preceding” found in O.C.G.A. §43-18-42(a)(2), with respect to an applicant for reciprocity or endorsement of an embalmer and funeral director license, to mean that the appropriate application has been filed with and received by the State Board of Funeral Service within 6 months or less of the applicant having ceased from practice as a licensed embalmer and funeral director in a state where he or she was actively engaged in the practice of Funeral Service for three or more years.

<p style="text-align: center;">Georgia State Board of Funeral Service Board Meeting December 14, 2010</p>
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The next meeting of the Board will be January 11, 2011, at 10:00 a.m. at 237 Coliseum Drive, Macon, GA.

There being no further business, the meeting was adjourned at 1:21 p.m.

Minutes were approved at the January 18, 2011 board meeting.